

Minutes of the Finance Committee

Wednesday, October 10, 2012

Chair Haukohl called the meeting to order at 8:30 a.m.

Present: Supervisors Pat Haukohl, Richard Morris, Dan Draeger, Cathleen Slattery, Bill Zaborowski, and Larry Nelson. Pamela Meyer arrived at 8:44 a.m.

Also Present: Chief of Staff Mark Mader, Legislative Policy Advisor Sarah Spaeth, Parks & Land Use Committee Chair Jim Heinrich, Deputy Register of Deeds Chris Crouch, Senior Financial Analyst Rob Dunn, Financial Budget Analysts Danielle Igielski and Steve Trimborn, Budget Manager Keith Swartz, Parks & Land Use Director Dale Shaver, Business Manager Peter Mudek, Senior Financial Budget Analyst Clara Daniels, Budget Specialist Linda Witkowski, Judiciary & Law Enforcement Committee Chair Dave Falstad, District Attorney Brad Schimel, Office Services Coordinator Dani Danielski, Victim/Witness Program Coordinator Jen Dunn, Business Manager Bob Snow, Programs & Projects Analyst Aaron Daul, District Court Administrator Mike Neimon, Presiding Judge Lloyd Carter, Sheriff Dan Trawicki, Business Manager Lyndsay Johnson, Jail Administrator Mike Giese, Inspector Eric Severson, and Deputy Inspector Jim Gumm. Recorded by Mary Pedersen, County Board Office.

Discuss and Consider 2013 Operating Budgets for the Following Departments: Register of Deeds, Parks & Land Use, District Attorney, Clerk of Courts, and Sheriff

Register of Deeds

Dunn, Crouch and Heinrich were present to discuss the proposed 2013 budget for the Register of Deeds Office. Dunn said revenues decreased \$5,500 and costs decreased by \$31,500, mostly due to employees choosing alternate health insurance plans. Dunn and Crouch went on to discuss revenues and expenditures, strategic objectives, the positions summary, program highlights, and capital projects. Both revenues and expenditures for 2013 total \$1,416,699, a decrease of \$31,500 or 2.2% from the adopted 2012 budget. The positions summary shows a total of 18.63 full-time equivalent (FTE) positions, a decrease of 0.25 (temporary extra help).

Meyer arrived at 8:44 a.m.

To answer Haukohl's question, Heinrich said no concerns were raised during the Land Use Committee's review of this budget although some minor changes to the budget book were noted.

MOTION: Nelson moved, second by Draeger to tentatively approve the 2013 operating budget for the Register of Deeds Office. Motion carried 7-0.

Parks & Land Use

Shaver, Mudek, and Heinrich were present to discuss the 2013 operating budget for the Parks & Land Use Department. Shaver advised 2013 projected cost-to-continue would have required an additional \$288,600. After revenue reductions, this amount totaled \$377,200. The tax levy increase provides \$80,000 of new funds and meeting the \$297,900 net shortfall was made through salary and

benefit reductions (\$197,900), an increase in fees (\$88,000), and general expenditure reductions (\$11,300). Shaver and Mudek went on to discuss revenues and expenditures, strategic objectives, the positions summary, program highlights, and capital projects. Total all funds department-wide, revenues total \$16,127,661, an increase of \$4,593 from the adopted 2012 budget. The County tax levy totals \$7,381,010, an increase of \$80,000 or 1.1%. Expenditures total \$23,274,531, an increase of \$199,332 or 0.9%. The positions summary shows a total of 183.15 FTE positions, a decrease of 0.85 (regular position -0.50, seasonal extra help -0.83, and overtime +0.48).

Haukohl, referring to the Code Enforcement/Zoning Program, asked that objective #1 be clarified. Swartz confirmed that clarification would be made to reflect that the goal is 100%. Mader advised of a typographical error in the Environmental Health Program area.

MOTION: Draeger moved, second by Nelson to tentatively approve the 2013 operating budget for the Parks & Land Use Department. Motion carried 7-0.

The committee recessed at 12:20 p.m. and reconvened at 1:45 p.m.

District Attorney

Schimel, Dunn, Danielski, and Falstad were present to discuss proposed 2013 budget for the District Attorney's Office. Schimel indicated the 19.8% decrease in revenues is due to reduced reimbursement by the State for the Victim/Witness Program. As a result, the office decided to not fill a 0.5 FTE position. However, the Department of Administration offered to help make up for that loss in 2013. A brief discussion ensued about lobbying for more State funding for this program. Schimel went on to discuss revenues and expenditures, the positions summary, and program highlights. Both revenues and expenditures are budgeted at \$2,332,774, a decrease of \$104,892 or 4.2%. The County tax levy totals \$1,781,187, an increase of \$25,000 or 1.4%. The positions summary shows a decrease of 0.50 FTE (regular position) for a total of 30.32. To answer Haukohl's question, Falstad said no concerns were raised by the Judiciary & Law Enforcement Committee during their review of this budget.

MOTION: Nelson moved, second by Morris to tentatively approve the 2013 operating budget for the District Attorney's Office. Motion carried 7-0.

Clerk of Courts

Snow, Daul, Neimon, Carter, and Falstad were present to discuss the proposed 2013 budget for Circuit Court Services. Snow noted they have reduced staff over the last few years by about 15 positions. Snow went on to discuss revenues and expenditures, strategic objectives, the positions summary, program highlights, and capital projects. Both revenues and expenditures are budgeted at \$9,379,631, an increase of \$104,000 or 1.1%. The County tax levy totals \$5,342,381, an increase of \$135,000 or 2.6%. The positions summary shows a decrease of 0.81 FTE positions (-1.00 regular position; +0.19 extra help), for a total of 93.89. To answer Haukohl's question, Falstad said no concerns were raised by the Judiciary & Law Enforcement Committee during their review of this budget.

MOTION: Zaborowski moved, second by Nelson to tentatively approve the 2013 operating budget for the Clerk of Courts Office. Motion carried 7-0.

Schedule Next Meeting Dates

- October 17 (Public hearing and regular meeting starting at 8:30 a.m. and proceeding into the afternoon).

Sheriff

Trawicki, Severson, Johnson and Falstad were present to discuss the proposed 2013 budget for the Sheriff's Department. Trawicki said this budget had faced a \$500,000 shortfall. In order to get within budget, they have unfunded a 1.0 FTE third shift deputy sheriff position and replaced that with 0.5 FTE clerk's position, unfunded a 1.0 FTE detective and replaced it with a 1.0 FTE deputy sheriff, unfunded a 1.0 FTE lieutenant and replaced it with a 1.0 FTE captain, and unfunded the deputy sheriff position at the courthouse screening area, the latter of which was discussed at length. To answer Haukohl's question, it would cost about \$75,000 to put that position back in the budget. Trawicki brought up previous staffing cuts and said he is out of options. He said this is the best of a bad case situation. Falstad said the Judiciary & Law Enforcement Committee also brought up concerns with this staff cut. Zaborowski felt it was important we find the money to fund what he considered an important position. To answer Nelson's question, Swartz did not believe the \$75,000 would put us over the state imposed limit. Slattery referred to the multitude of cuts in the department and agreed the position should be funded.

The sheriff went on to discuss position/programs cuts necessary because of budget cuts. Draeger indicated that footnote "f" was missing from the budget book which explains the position changes. Trawicki and staff went on to discuss revenues and expenditures, strategic objectives, the positions summary, program highlights, and capital projects. Both revenues and expenditures total \$38,184,541, an increase of \$198,804 or 0.5%. The County tax levy totals \$27,033,267, an increase of \$240,000 or 0.9%. The positions summary shows a decrease of 2.63 (regular and extra help) FTE positions for a total of 368.23.

Zaborowski said he was hesitant to approve this budget. Haukohl advised this committee only tentatively approves budgets and final approval is given later.

MOTION: Zaborowski moved, second by Morris to tentatively approve the 2013 operating budget for the Sheriff's Department. Motion carried 7-0.

MOTION: Morris moved, second by Nelson, to adjourn the meeting at 4:42 p.m. Motion carried 7-0.

Respectfully submitted,

William J. Zaborowski
Secretary